



# CSC Submitter Document Bulletin Update

Clark, IN is now electronically recording (eRecording) documents through CSC.

Available documents and required fields are listed in the below table.

If this county has not been added to your drop-down list and you'd like to eRecord in this county, please contact your CSC representative.

## General requirements for all documents:

- 3 inch top margin required on first page; for all other pages, margins to be a minimum of 1 inch
- Minimum 10-point font required
- Only letter-sized documents accepted at 300 DPI
- Recording hours are M-F, 8 a.m. to 4 p.m. (cut-off time, documents can be submitted any time)

## Document type

- AFFIDAVITS
- AMENDMENT - MORTGAGE
- AMENDMENT - MISCELLANEOUS
- ASSIGNMENT - CONTRACT
- ASSIGNMENT - RENTS AND LEASES
- ARTICLES OF INCORPORATION
- ASSIGNMENT - LEASE
- ASSIGNMENT - MORTGAGE
- ASSIGNMENT - MISCELLANEOUS
- ASSUMPTION AGREEMENT
- BOND
- CORPORATION ASSIGNMENT
- CONTRACTS
- DBA
- EASEMENT
- EASEMENT WITH REFERENCE
- FEDERAL JUDGMENTS
- RELEASE - FEDERAL JUDGMENT
- FEDERAL TAX LIEN
- RELEASE - FEDERAL TAX LIEN
- HOSPITAL LIENS
- RELEASE - HOSPITAL LIEN

## Required indexing and attachment



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- LEASES
- MECHANIC'S LIEN
- MISCELLANEOUS
- MODIFICATION OF CONTRACT
- MODIFICATION/AMENDMENT
- MODIFICATION - MISCELLANEOUS
- MORTGAGES
- MORTGAGE & ASSIGNMENT OF RENTS
- MORTGAGES - RE RECORDING
- ORDER OF COURT
- ORDINANCE
- PARTNERSHIP
- PART RELEASE - MISCELLANEOUS
- PLAT
- PART RELEASE - MOD
- POWER OF ATTORNEY
- PERSONAL REPRESENTATIVE'S DEED
- PART RELEASE - MORTGAGE
- PART RELEASE - CONTRACT
- PART RELEASE - L AND R
- PART RELEASE - ASSIGN OF RENTS
- PART RELEASE - VENDOR'S LIEN
- RELEASE - CONTRACT
- RELEASE - EASEMENT
- RELEASE - MORTGAGE
- RELEASE - ASSIGN OF RENTS
- RELEASE - MISCELLANEOUS
- RELEASE - MODIFICATION
- RELEASE - MECHANICS LIEN
- RELEASE - VENDORS LIEN
- REVOCATION POWER OF ATTORNEY
- SUBORDINATION - ASSIGN L AND R
- SEWER LIEN



# CSC Submitter Document Bulletin Update

- RELEASE - SEWER LIEN
- SUBORDINATION - CONTRACT
- SUBORDINATION - LEASE
- SUBORDINATION - MORTGAGE
- SUBORDINATION - MISCELLANEOUS
- SURVEY
- TRUSTEES ELECTION
- VACATION
- WAIVER OF PRIORITY
- WILLS